

INITIALS _____

LUNENBURG PLANNING BOARD TOWN OF LUNENBURG

Joanna L. Bilotta-Simeone, Chair
Nathan J. Lockwood, Vice-Chair
Damon McQuaid, Clk.
Kenneth Chenis, Mbr.



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960 Massachusetts Avenue
Lunenburg, MA 01462

Minutes July 14, 2014

Meeting Posted: Yes

Place: Town Hall, 17 Main Street, Lunenburg, MA

Time: 6:30 PM

Present: Joanna L. Bilotta-Simeone, Nathan J. Lockwood, Damon McQuaid, Kenneth Chenis

APPOINTMENTS:

Candidates, Board Vacancy- Candidates Celeste McCain-Stober and Matthew Allison presented themselves to the Board. A joint appointment will be made by the Board of Selectmen and Planning Board, July 15, 2014, 7:00 PM.

ANR Plan- Mulpus Brook Acres Realty Trust, 300 Holman Street. Property was an article at May 2014 Town Meeting for the Town to acquire Parcel E of 162 acres. Lot B will be cut out to contain the existing house. Lot B and Lot C are to be purchased by private owner. Plan accepted for review.

MS/HS Continued Review- Reviewing Engineer Anthony Cleaves, Whitman and Bingham Associates (WBA) noted that he went through the waivers with the DPW Director, focusing in on any that were maintenance/road-related. Remaining outstanding items of 100 point WBA review (on file in Planning Office) were addressed. Specific points noted were-

#19- that *"if the Board grants the waiver it should include the requirement of insulation above the pipe at any location where 4-ft of cover is not provided"*.

#40- *"Although the plans list appropriate compaction requirements for the pipe trench, that the contractor and project supervisors should pay specific attention to the shallow cover areas. If possible, it is recommended that any piping with shallow cover areas (<2-ft) should be lowered to increase cover"*. S. Smith, Nitsch Engineering noted underground drain systems have been included to limit exposure to frosting conditions that would cause heaves. Also, more stone has been added under the pavement section for water storage so it doesn't cause those problems.

#49- WBA requested more information as to culvert sizing. Design team noted pipe would handle a two-year storm event. Existing condition is being improved.

#71- the retaining wall east of the concession stand should be set back from the driveway edge to provide a shoulder along the driveway and accommodate installation of catch basins without conflict with the wall. Design team will add a 12 inch "gutter" that tilts away from the wall.

#85- Directives to note that external grease trap design should be submitted to the Sewer Commission for review.

In viewing the snow removal schematic, the Board questioned if snow being removed would be stacked in the in the wetlands buffer zone. It was determined not to be wetlands by the Conservation Agent.

WBA went through the requested waiver letter from Warner Larson Landscape Architects dated July 14, 2014. (Numbers correspond with WBA review letter.)

#1 – Section 5.3.1.1.

#2 – Section 6.1.2.1.

#3 – Section 6.1.2.2.

#5 – Section 6.4.3.5.

#6 – Sections 6.5.1.2.

#7 – Section 8.4.4.1.(a)(3)

(Note: #1, 2, 3, 5, 6, and 7 above come under the Protective Bylaws; falls under the jurisdiction of the Zoning Board of Appeals.)

Subdivision Rules and Regulations

- #10 – Section 4.10.4.6. – Granted – Note a Directive to ensure that special attention be placed on the installation of shallow piping cover.
- #11 – Section 5.2.1.4. – Granted
- #12 – Section 5.2.2. – Granted
- #13 – Section 5.2.3.1. – Granted
- #14 – Section 5.4.4. – Granted
- #15 – Section 5.6.1.1. – Granted
- #16 – Section 5.6.1.2. – Granted
- #17 – Section 5.6.1.3. – **Not Granted** – granite curbing will be required for Oak Avenue – research needed for Massachusetts Avenue
- #18 – Section 5.7.1. – Granted
- #19 – Schedule C – Granted – Note a Directive that insulation will be required above the pipe at any location where 4-ft of cover is not provided.
- #20 – Schedule N and Section 4.2.2.2. – Granted

Regulations of the Planning Board of the Town of Lunenburg Governing the Design, Construction and Maintenance of Off-Street Parking and Loading Area

- #21 – Section 2.5.1. – Granted
- #22 – Section 2.11.2. – Granted

Stormwater Management Comments

- #40 – Note a Directive that if possible, any piping with shallow cover areas (<2-ft) should be lowered to increase cover.

General Comments

- #75 – Board has no issue with grading in this area currently being approximated. Will be confirmed in the field.

D. Warner noted that under the MSBA, a construction manager will provide oversight and ensure that the project is built to specifications. The design engineers will also make periodic visits throughout the construction process.

MINUTES APPROVAL:

- Motion, D. McQuaid, to approve 6-16-14, Second, K. Chenis
- Motion, N. Lockwood, to approve 6-18-14, Second, K. Chenis
- Motion, N. Lockwood, to approve 6-23-14, Second, D. McQuaid
- Motion, N. Lockwood to approve 6-23-14 Highfield continuation, Second D. McQuaid

COMMITTEE REPORTS:

- MRPC, J. Bilotta-Simeone-** No report
- School Building Committee, N. Lockwood-** Preparing to move forward with funding.
- Building Reuse Committee, D. McQuaid-** Coordinating with School Committee to verify school property lines. Assessing the possibility of locating all Town offices within the Town Hall.
- MJTC, K. Chenis-** no report

NEW BUSINESS/DEVELOPMENT STATUS REPORTS:

- MS/HS Project-** See above.
- Highfield Village-** Extension expires July 28, 2014.
- Force Corporation, 305 Leominster Shirley Road-** Fence moved back. Grass seeding put down. Letter will be sent to the developer noting the Board's appreciation for the work he did above and beyond the Special Permit. N. Lockwood inquired if curbing will be placed in front of the "green" area. Office will check to see if that is required under the design bylaw.
- Definitive Subdivision, 50 Elmwood Road-** Weekly progress report noted. Erosion control completed. Tree clearing taking place.
- Whites Woods, Mass Ave-** No report.
- Emerald Place at Lake Whalom-** Developer appearing at the July 28th Board meeting to request release of the Bond.

651 Chase Road Solar- Gate was locked and reviewing engineering could not access site. Coordination will be made for access by the reviewing engineer.

265 Pleasant Street Solar- Reviewing engineer noted that many of the plantings were either installed improperly or were dead. He recommended the landscape architect do a final inspection of the plantings. Celeste McCain-Stober, 275 Pleasant Street- concerned with management of the fields – how will the open acreage be maintained – if goes natural will become scrub brush – not wooded – office will review project Directives.

White Tail Crossing- Internal meeting to be scheduled with developer, Planning Consultant, and Board Chair. Items still need addressing for the developer to make fall town meeting.

ACTION FILE:

301 Massachusetts Avenue- Request for temporary signage from Spirit Halloween in the form of a banner at the vacant Fashion Bug retail space located in the WalMart plaza. Applicant would like to hang banner as soon as possible and remove it on or before November 10th. Motion, N. Lockwood to approved temporary signage, Second, D. McQuaid, all aye.

250 Whalom Road, Lunenburg Village- No report

40 Leominster Shirley Road- No report

Village District Draft Bylaw- Action Plan/schedule was review. Will be only agenda item for July 21st. Board noted charrette will be held on July 30th to discuss the desired future for Town Center. Board had discussion around advertising for the charrette; advertise in Ledger, put on Scroll and web. K. Chenis noted he would not be available for the charrette.

MEMBER ISSUES: N. Lockwood noted the Economic Development Element being previously sent to various Town Boards and that the Sewer Commission has responded. N. Lockwood opined that a joint meeting should be scheduled with the other Town Boards for discussion of the feedback. Board will further discuss at their July 25th meeting.

MEETING SCHEDULE:

July 15, 7:00 PM, joint Board vacancy appointment with Board of Selectmen

July 21, 6:30 PM, Ritter Building

July 28, 6:30 PM, Ritter Building

July 30, 6:00 PM, Town Hall

August 11, 6:30 PM, Town Hall

August 18, 6:30 PM, Ritter Building

August 25, 6:30 PM, Town Hall

EXECUTIVE SESSION: Motion, N. Lockwood to enter into executive session to discuss strategy with respect to litigation of O'Brien Homes vs Town of Lunenburg, not to return to regular session, Second, D. McQuaid, all aye.

ADJOURNMENT: 10:15 PM

Documents used at meeting:

Minutes 6-16-14

Minutes 6-18-14

Minutes 6-23-14

Minutes 6-23-14 Highfield continuation

ANR Plan- Mulpus Brook Acres Realty Trust, 300 Holman Street Minutes

MS/HS Requested Waivers

Force Corp- Reviewing Engineer Report

Pleasant St and Chase Rd Solars- Reviewing Engineer Report

White Tail Crossing- Reviewing Engineer Report

301 Massachusetts Avenue- Request for Temporary Signage